



## Heybridge Parish Council

Minutes of the meeting of the **EVENTS COMMITTEE** of the Parish Council held on **THURSDAY 10<sup>th</sup> September 2015** at Plantation Hall, Colchester Road, Heybridge.

### PRESENT

**Chairman:** Dr. Michael Blyth

**Councillors:** Gary Young, Mike Hall, Michael Edwards,  
Simon Burwood,

**Officers:** Amanda Hilton - Assistant

**Public:** Non Present

In the Chair: Cllr. Dr. Blyth

The meeting commenced at 7.40pm.

**15/189**      **Apologies for absence**  
Apologies received from Cllr Prof Lew Schnurr, Cllr Richard Perry

**15/190**      **Chairman's Announcements**  
No announcements made

**15/192**      **Minutes**  
The minutes of the Events Committee meeting held on 13<sup>th</sup> August 2015 were received.

It was **RESOLVED** that the Minutes of the Events Committee meeting held on 13<sup>th</sup> August 2015 be approved and confirmed.

**15/193**      **Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests.**  
None.

**15/194**      **Public Participation**  
None

- 15/195**      **Receive Formal Feedback on the Festival.**  
 i)      Admin confirmed that 2 written responses had been received. The main issue being advertising. Councillors agreed to hold a review meeting in November.
- 15/196**      **Remembrance Parade Sunday 8<sup>th</sup> November 2015**  
 i)      Cllr Dr Blyth thanked Cllr Edwards for all his work.  
 ii)      Action plan fully supported and agreed. Dr Blyth has the Order of Service to proof read. Admin to approach Cllr Perry with regards to the use of his piano. Dr Blyth to organise the inside of the Chapel being cleaned before the Parade. Admin agreed to buy refreshments .It was discussed to nominate Councillors to assist with clearing away at the Chapel following the Parade. Cllr Burwood agreed to take photographs on the day.
- 15/197**      **Other Events**  
 i)      **Christmas Drinks Reception** It was **Resolved** that the Catering will be done in house for a maximum budget of £250. Admin to contact Cllr Moodey regarding the alcoholic beverages and the invitation list was agreed.  
 ii)      **Clarks Farm Dog Show.** It was **Resolved** that the Councillors representing the Council would raffle off the prizes at the show. Admin to organise the stall on the day.  
 iii)      **Community Festival.**  
 It was **Resolved** to defer until the November Meeting  
 iv)      **Meet your Councillors**  
 Admin confirmed posters are already in circulation and Cllr Edwards showed article in the draft Herald . Cllr Gary Young, Cllr Simon Burwood and Cllr Mike Hall all confirmed they will attend.  
 v)      **Quiz night.**  
 Discussed possible invitees and the suggestion of seeing whom attends the Christmas drinks make up the list.
- 15/198**      **Tourism and Leisure Representative**  
 It was discussed if Cllr Perry should report to full Council. Cllr Edwards suggested that this Role needs to be defined and the possibility of a Job Specification be drawn up. Cllr Edwards asked for this to be put on the Agenda for Thursday 17<sup>th</sup> September 2015.
- 15/199**      **Events Budget**  
 There has been no change to the Budget .
- 15/200**      **Future Meetings**

The next Parish Council Meeting will be held on Thursday 17<sup>th</sup> October 2015 at 7.00pm.

The next meeting of the Planning Committee will be held on Thursday 1<sup>st</sup> October at 7.00pm

The next meeting of the Events Committee will be held on Thursday 8<sup>th</sup> October at 7.30pm.

The Chairman closed the meeting at 9:01pm

Signed by Chairman  
DATED: